

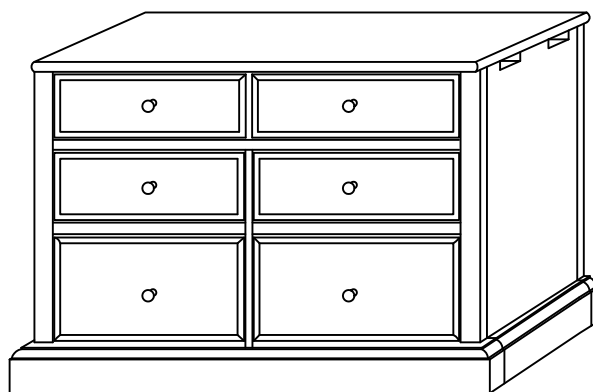
# HOME DECORATORS C O L L E C T I O N

BF-24637 OXFORD SECRETARY DESK

INV#04445


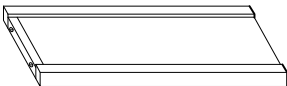

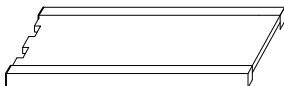


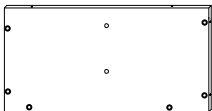
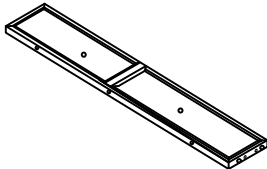
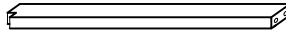
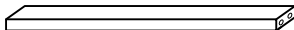
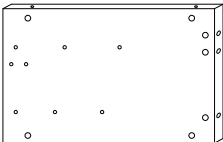
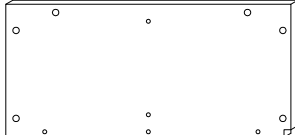
## ASSEMBLY INSTRUCTIONS

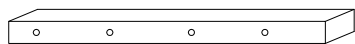
Made In China



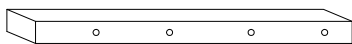
Thank you for purchasing this quality product. Be sure to check all packing material carefully for small parts, which may have came loose inside the carton during shipment. Count all parts and material hardware, then compare with parts list to be sure all parts are present. If any parts are missing or damaged, phone, fax, or mail to our Customer Service Department for efficient and speedy service. Please indicate the model number and code letter of part(s) needed.

**IMPORTANT NOTE:** Follow instructions listed below in proper sequence as numbered to assure fast, easy and correct assembly.

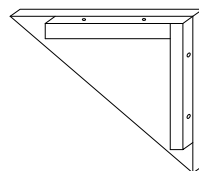
| PARTS LIST  |  |  |
|---|--|--|
| <b>A</b><br><br>TOP PANEL-1PC            | <b>B</b><br><br>LEFT SIDE PANEL-1PC | <b>C</b><br><br>RIGHT SIDE PANEL-1PC    |
| <b>D</b><br><br>RIGHT STAND PANEL-1PC  | <b>E</b><br><br>BOTTOM PANEL-1PC  | <b>F</b><br><br>UP BACK PANEL-1PC     |
| <b>G</b><br><br>DOWEN BACK PANEL-1PC   | <b>H</b><br><br>FRONT PANEL-1PC   | <b>I</b><br><br>LEFT ACROSS PANEL-1PC |
| <b>J</b><br><br>RIGHT ACROSS PANEL-1PC | <b>K</b><br><br>STAND PANEL-1PC   | <b>L</b><br><br>ACORSS PANEL-1PC      |

**M**

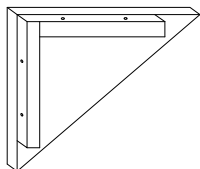
RIGHT PANEL-1PC

**N**

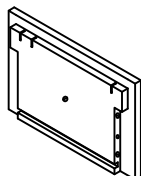
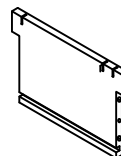
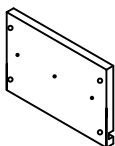
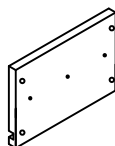
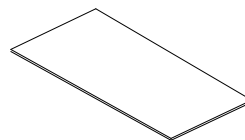
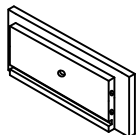
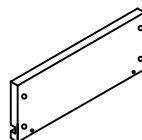
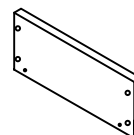
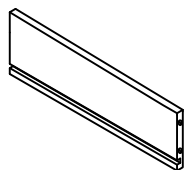
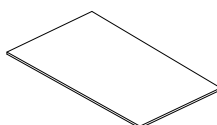
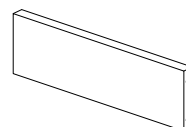
LEFT PANEL-1PC

**O**

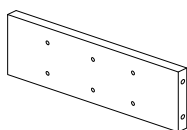
RIGHT TRIGON PANEL-1PC

**P**

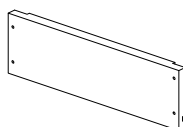
LEFT TRIGON PANEL-1PC

**Q**LARGE DRAWER  
PANEL FRONTS-2PCS**R**LARGE DRAWER  
PANEL BACKS-2PCS**S**LARGE LEFT  
DRAWER PANEL SIDES-2PCS**T**LARGE RIGHT  
DRAWER PANEL SIDES-2PCS**U**LARGE DRAWER  
PANEL BOTTOMS-2PCS**V**SMALL DRAWER  
PANEL FRONTS-2PCS**W**SMALL LEFT  
DRAWER PANEL SIDES-2PCS**X**SMALL RIGHT  
DRAWER PANEL SIDES-2PCS**Y**SMALL  
DRAWER PANEL BACKS-2PCS**Z**SMALL DRAWER  
PANEL BOTTOMS-2PCS**A1**

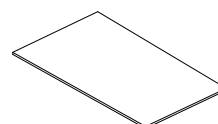
SMALL STAND PANELS-3PCS

**B1**

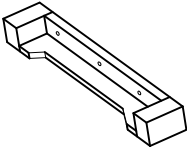


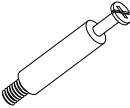





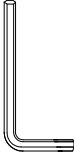


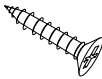


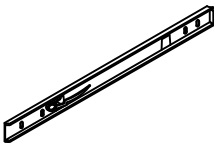
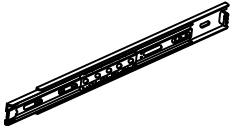
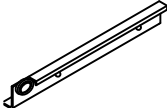
SMALL ACORSS PANELS-2PCS

**C1**

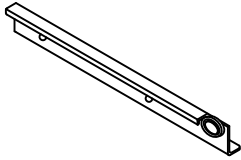
SMALL SIDE PANELS-2PCS

**D1**

SMALL BOTTOM PANEL-1PC

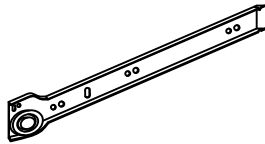
|  |  |  |
|--|--|--|
| <b>E1</b><br><br>PANEL-1PC              | <b>F1</b> 11mm× 1-1/2"<br><br>SCREWS-3PCS | <b>G1</b><br><br>NUTS-3PCS                |
| <b>H1</b><br><br>CAM-BOLTS-40PCS        | <b>I1</b><br><br>CAM-LOCKS-40PCS          | <b>J1</b><br><br>CAM-TOOL-1PC             |
| <b>K1</b><br><br>KNOBS-6PCS             | <b>L1</b> 8mm× 5/8"<br><br>SCREWS-6PCS    | <b>M1</b><br><br>DOWELS-12PCS             |
| <b>N1</b><br><br>ALLEN WRENCH-1PC     | <b>O1</b> 11mm× 1"<br><br>SCREWS-16PCS  | <b>P1</b> 6mm× 1/2"<br><br>SCREWS-32PCS |
| <b>Q1</b> 6mm× 1"<br><br>SCREWS-52PCS | <b>R1</b> 6mm× 3/8"<br><br>SCREWS-6PCS  | <b>S1</b> 6mm× 3/8"<br><br>SCREWS-28PCS |
| <b>T1</b><br><br>INNER SLIDES-4PCS    | <b>U1</b><br><br>OUTER SLIDES-4PCS      | <b>V1</b><br><br>LEFT INNER SLIDES-2PCS |

**W1**



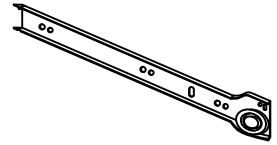
RIGHT INNER SLIDES-2PCS

**X1**



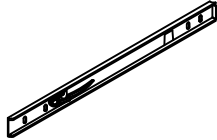
LEFT OUTER SLIDES-2PCS

**Y1**



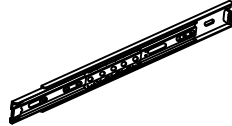
RIGHT OUTER SLIDES-2PCS

**Z1**



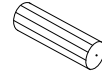
INNER SLIDES-2PCS

**A2**



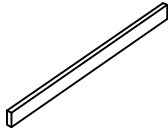
OUTER SLIDES-2PCS

**B2**



LARGE DOWELS-12PCS

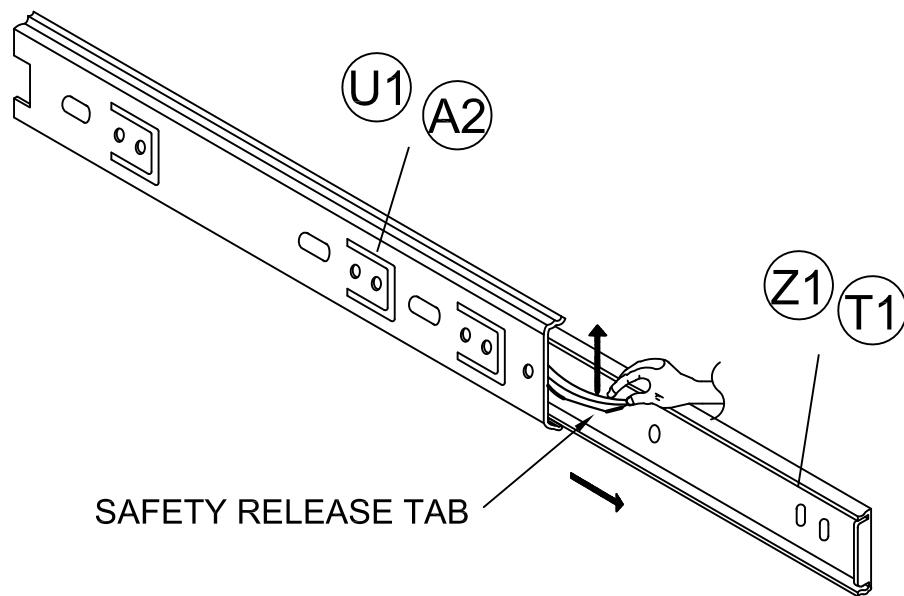
**C2**



FILE HANGERS-4PCS

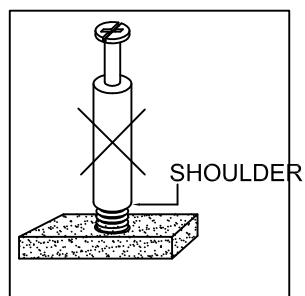
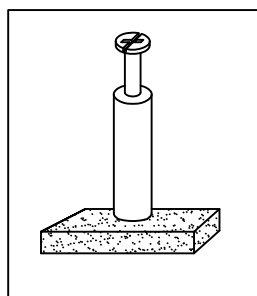
NOTE: THE SURFACE WITH THE STICKER IS THE BACK SIDE.

## HOW TO SEPARATE GLIDES



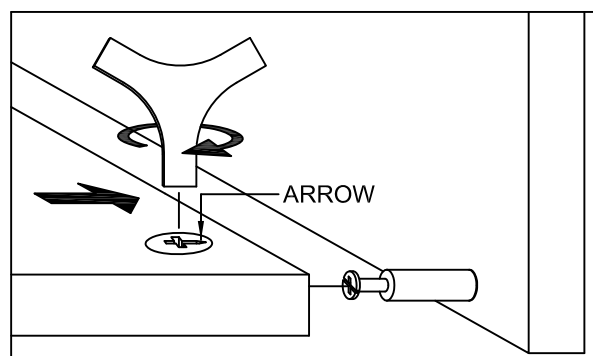
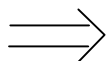
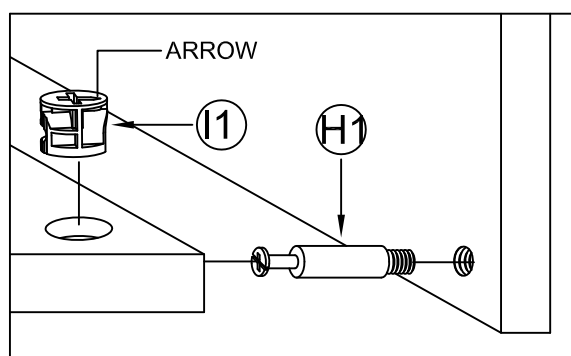
PRIOR TO ASSEMBLY, WE SUGGEST SEPARATING THE INNER GLIDES FROM THE OUTER GLIDES, SIMPLY PULL THE LEFT/RIGHT INNER GLIDES FROM THE OUTER GLIDES EXPOSING A SMALL BLACK SAFETY RELEASE TAB, BY PUSHING THE SAFETY RELEASE TAB. YOU WILL BE ABLE TO SEPARATE THE GLIDE

NOTE: • UPON OPENING, THOROUGHLY CLEAN ALL WOODS SURFACES TO REMOVE DUST AND DIRT THAT MAY HAVE SETTLED ONTO FINISH DURING SHIPMENT. IN ORDER TO PREVENT DAMAGE DURING ASSEMBLY, PLEASE ASSEMBLE THIS ITEM WITH AT LEAST TWO PEOPLE.

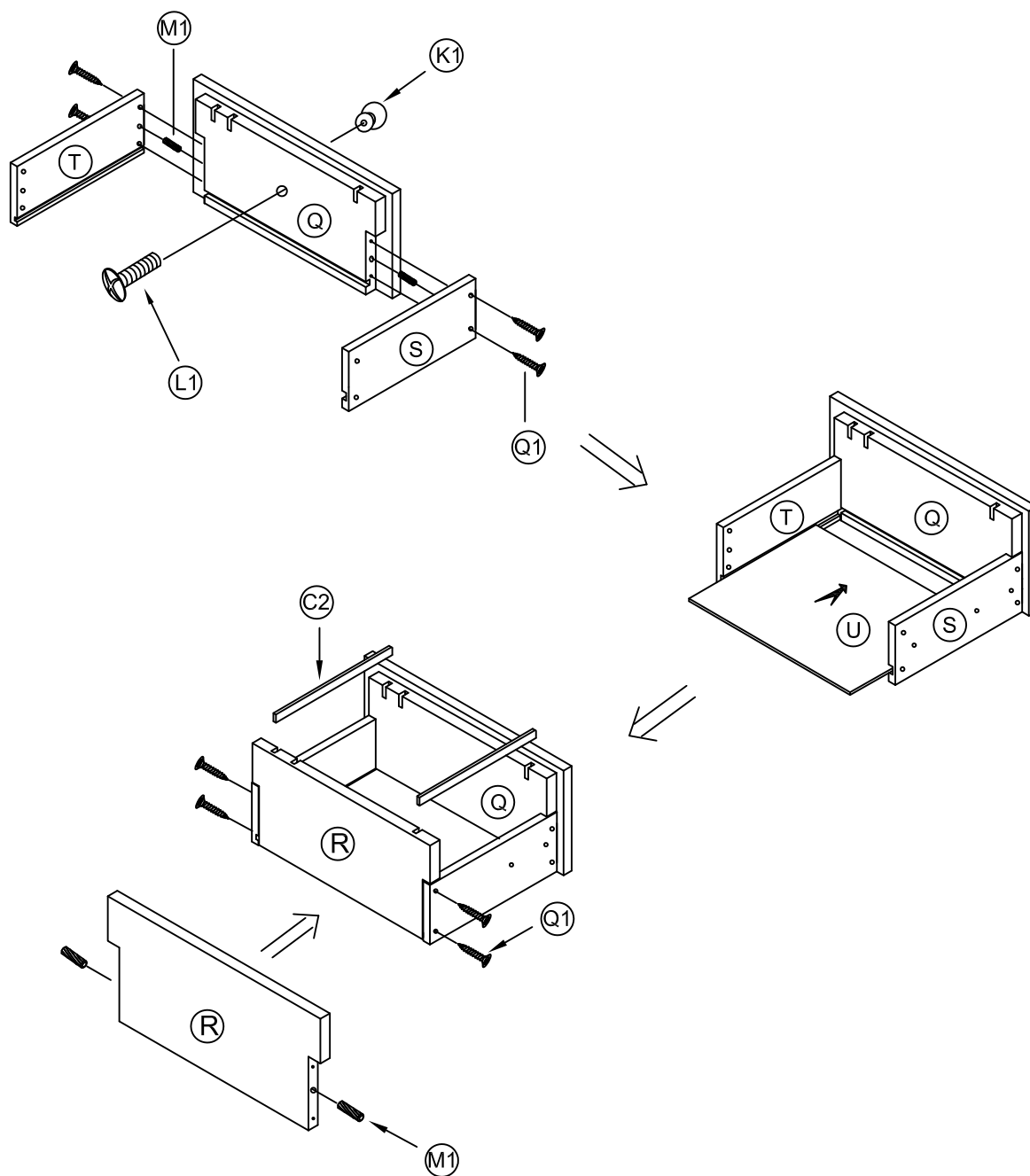


NOTE: TURN THE CAM-BOLT SCREWS UNTIL THEY ARE TIGHT, THE SHOULDER SHOULD BE AGAINST THE SURFACE OF THE PART.

## HOW TO USE THE CAM-TOOL



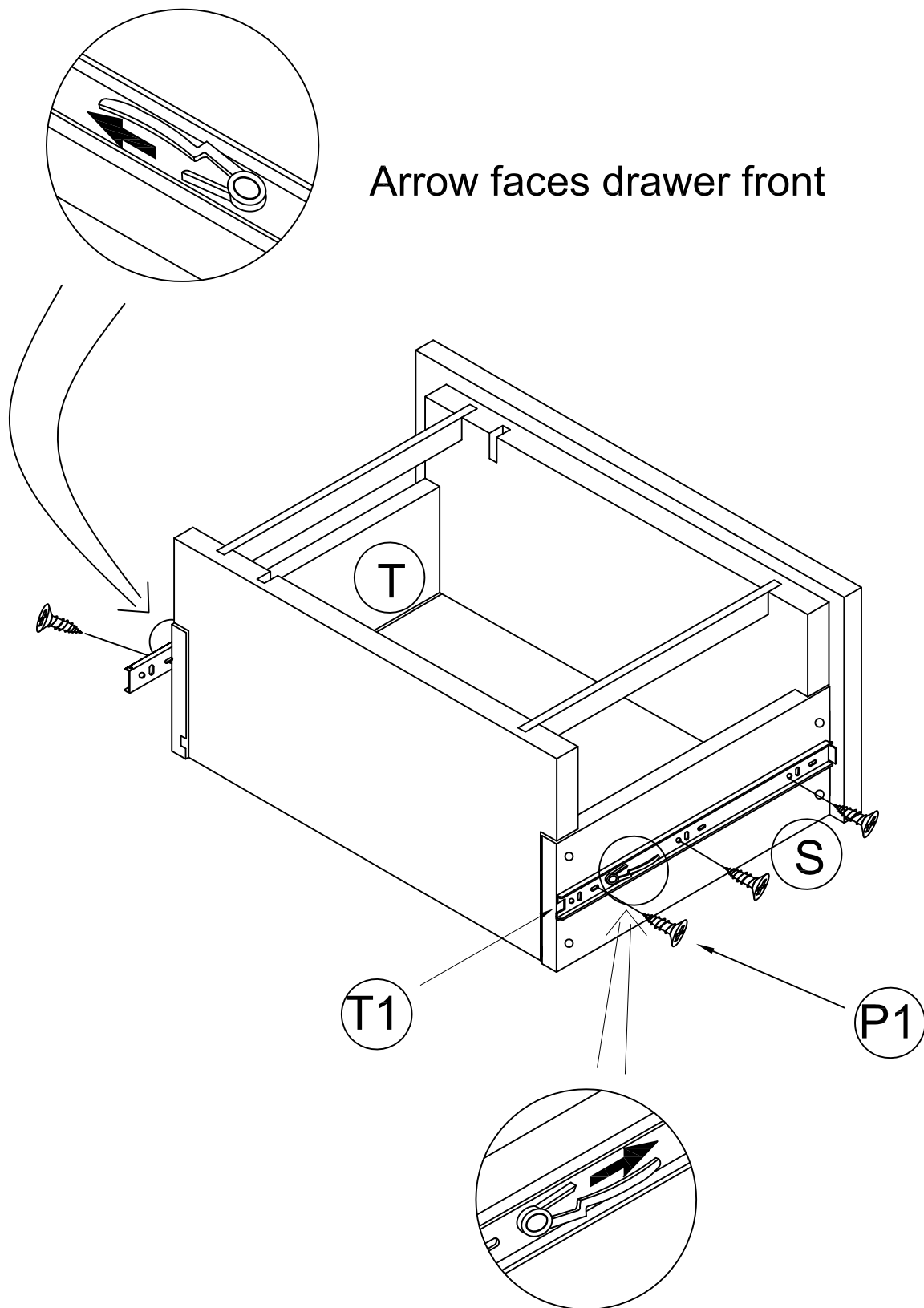
NOTE: • THE ARROWS ON THE HIDDEN CAM-LOCKS SHOULD POINT TO THE CAM-BOLTS



# 1 ). ASSEMBLE THE LARGE DRAWER.

- INSERT 2 DOWELS(M1) INTO THE HOLES IN THE PANEL(Q) AND ATTACH SIDE PANEL(S/T) USING 4 SCREWS(Q1).
- ATTACH A KNOB(K1) INTO THE DRAWER PANEL FRONT(Q) USING A SCREW(L1).
- INSERT LARGE DRAWER PANEL BOTTOM(U) INTO THE SLOT IN THE DRAWER PANEL SIDES(S/T).
- INSERT 2 DOWELS(M1) INTO THE HOLES IN THE DRAWER PANEL BACK(R) AND ATTACH USING 4 SCREWS(Q1).
- INSERT THE FILE HANGERS(C2) INTO THE CUT-OUT OF THE FRONT & BACK DRAWER PANELS(R/Q).



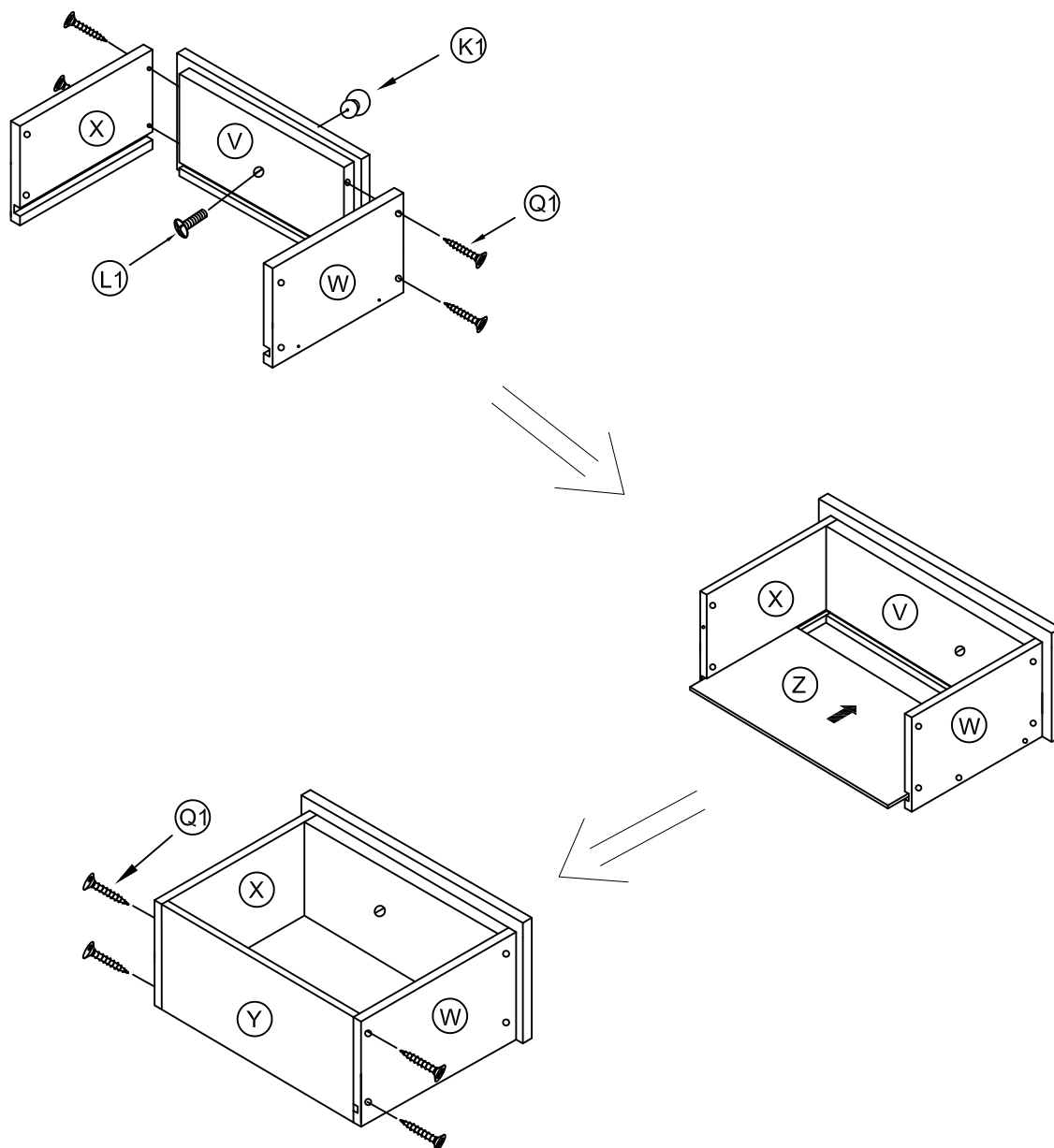


Arrow faces drawer front

Arrow faces drawer front

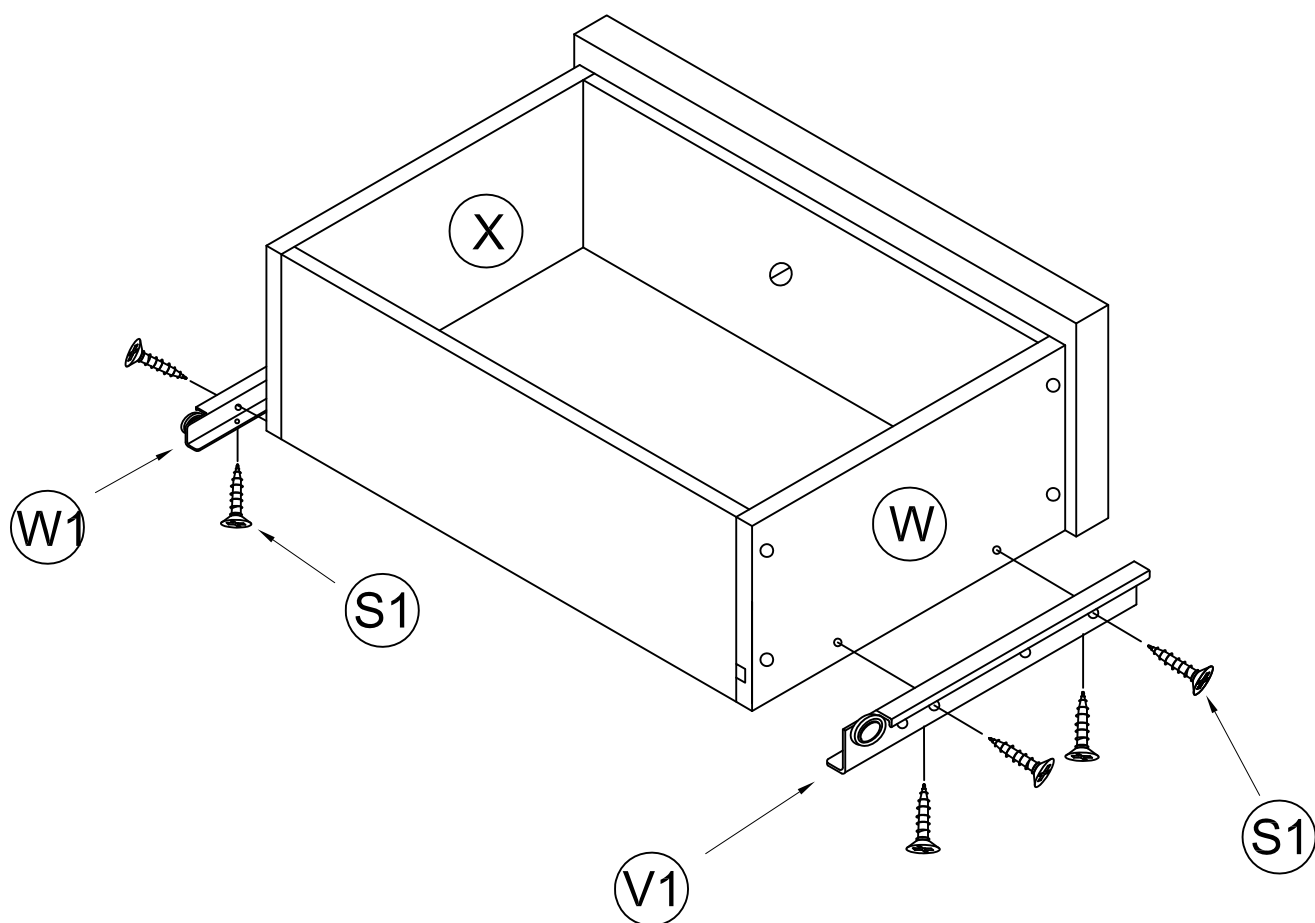
2 ). ASSEMBLE THE INNER SLIDES(T1).

- ATTACH 2 INNER SLIDES(T1) TO LARGE DRAWER PANEL SIDE(S/T) USING 6 SCREWS(P1).



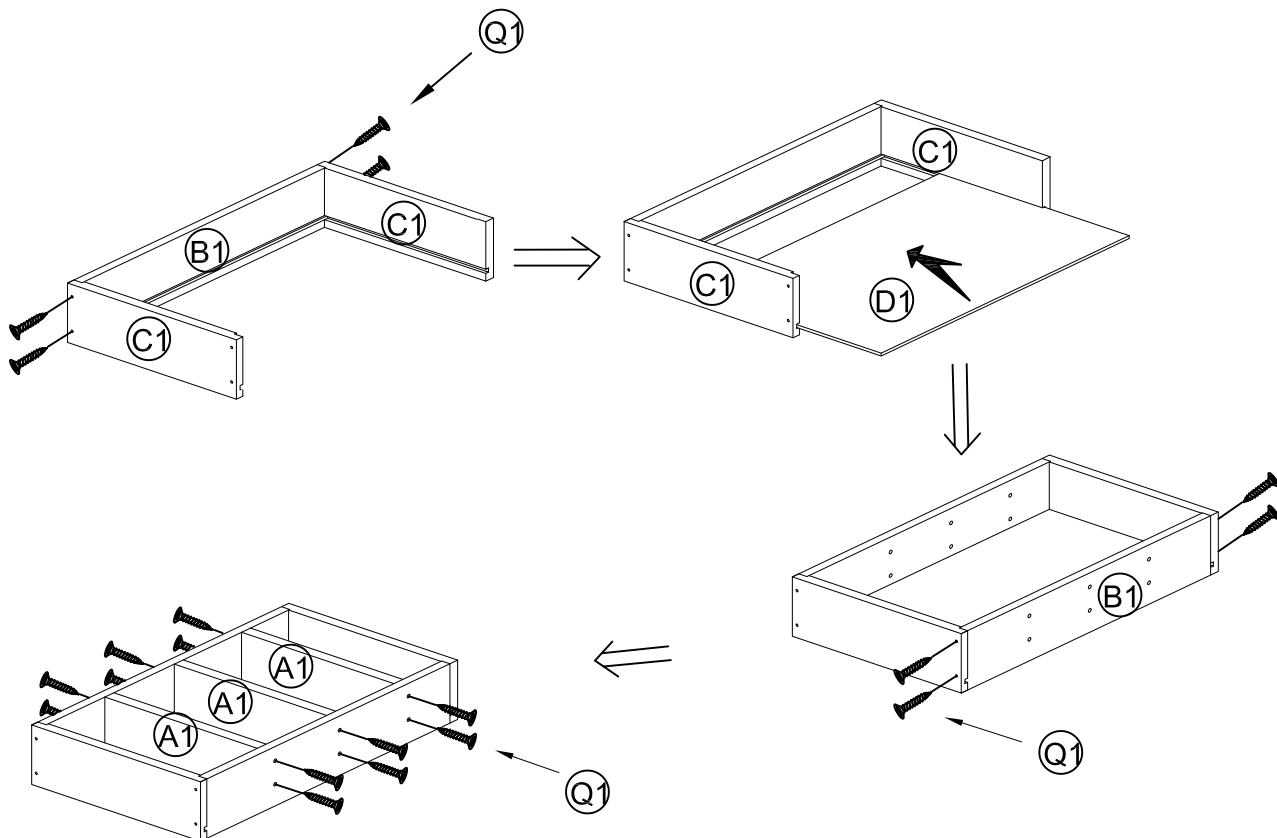
### 3 ). ASSEMBLE THE SMALL DRAWER.

- ATTACH DRAWER SIDE PANEL(W/X) TO DRAWER PANEL FRONT(V) USING 4 SCREWS(Q1).
- ATTACH A KNOB(K1) TO SMALL DRAWER PANEL FRONT(V) USING A SCREW(L1).
- INSERT SMALL DRAWER PANEL BOTTOM(Z) INTO THE SLOT IN THE DRAWER PANEL SIDES(W/X).
- ATTACH DRAWER PANEL BACK(Y) TO SMALL DRAWER PANEL SIDES(W/X) USING 4 SCREWS(Q1).



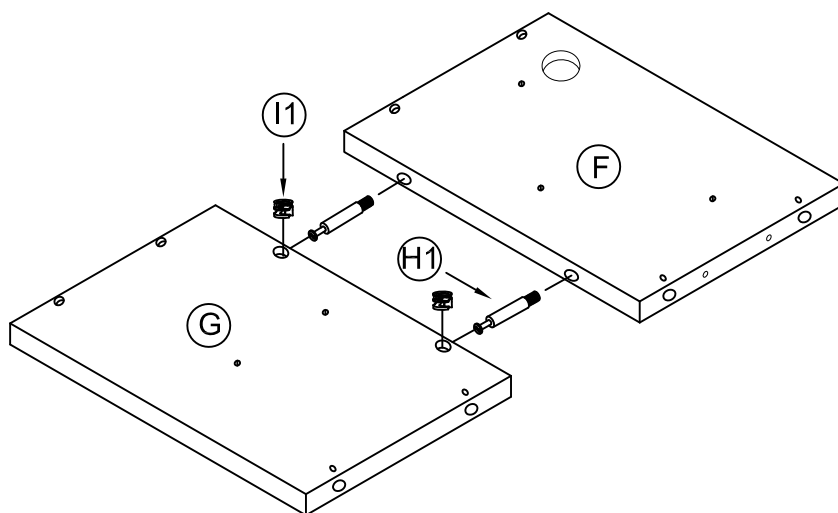
4 ). ASSEMBLE THE INNER SLIDES(W1/V1).

- ATTACH LEFT/RIGHT INNER SLIDES(W1/V1) TO SMALL DRAWER PANEL SIDES(W/X) USING 8 SCREWS(S1).



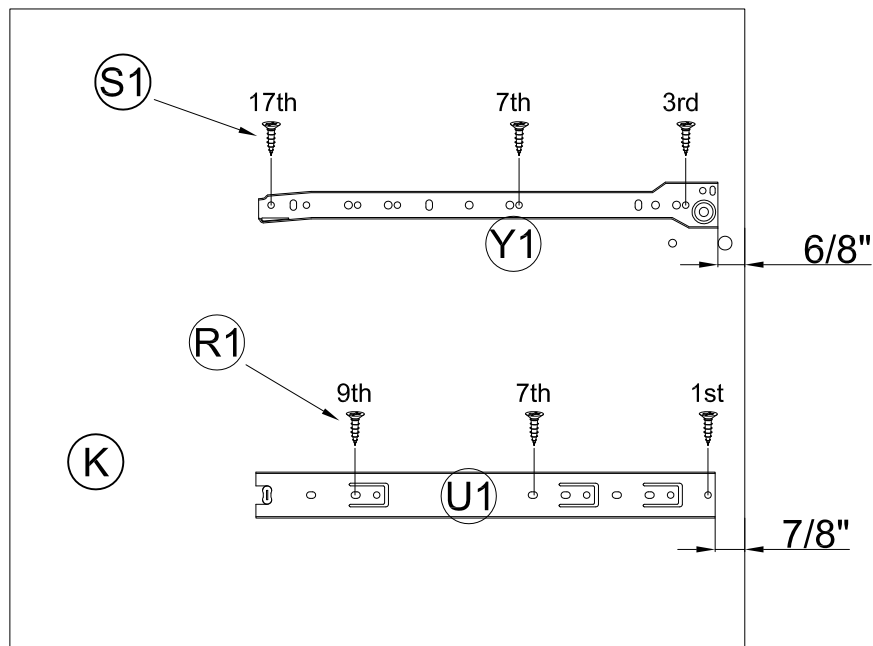
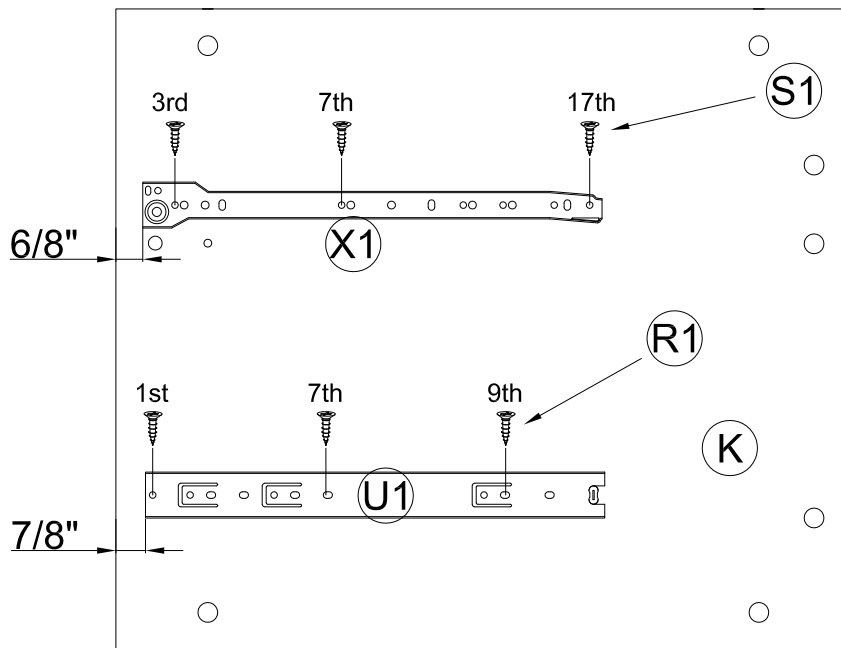
#### 5). ASSEMBLE THE BOX.

- ATTACH 2 SIDE PANELS(C1) TO SMALL ACROSS PANEL(B1) USING 4 SCREWS(Q1).
- INSERT SMALL PANEL BOTTOM(D1) INTO THE SLOT IN THE SIDE PANELS(C1).
- ATTACH ACROSS PANEL(B1) BETWEEN IN SMALL PANEL SIDES(C1) USING 4 SCREWS(Q1).
- INSERT SMALL STAND PANELS(A1) INTO BOX USING 12 SCREWS(Q1).



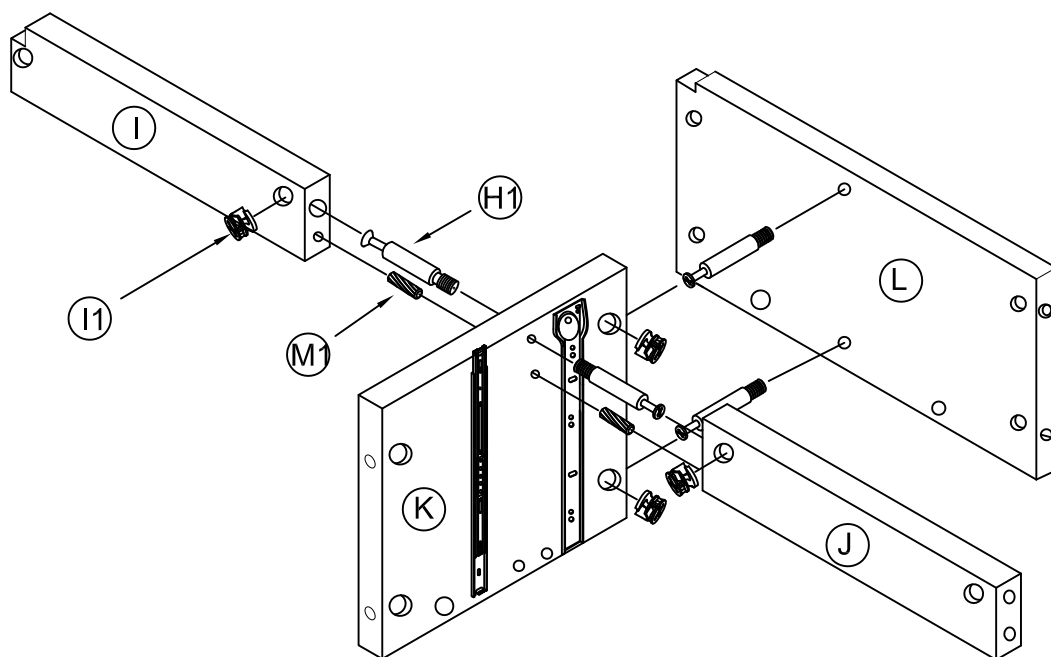
#### 6 ). ASSEMBLE THE BACK PANEL(F/G).

- ROTATE 2 CAM-BOLTS(H1) INTO THE HOLES IN THE UP BACK PANEL(F).
- PLACE CAM-BOLTS(H1) INTO THE HOLES IN THE PANEL(G) AND ATTACH USING 2 CAM-LOCKS(I1).



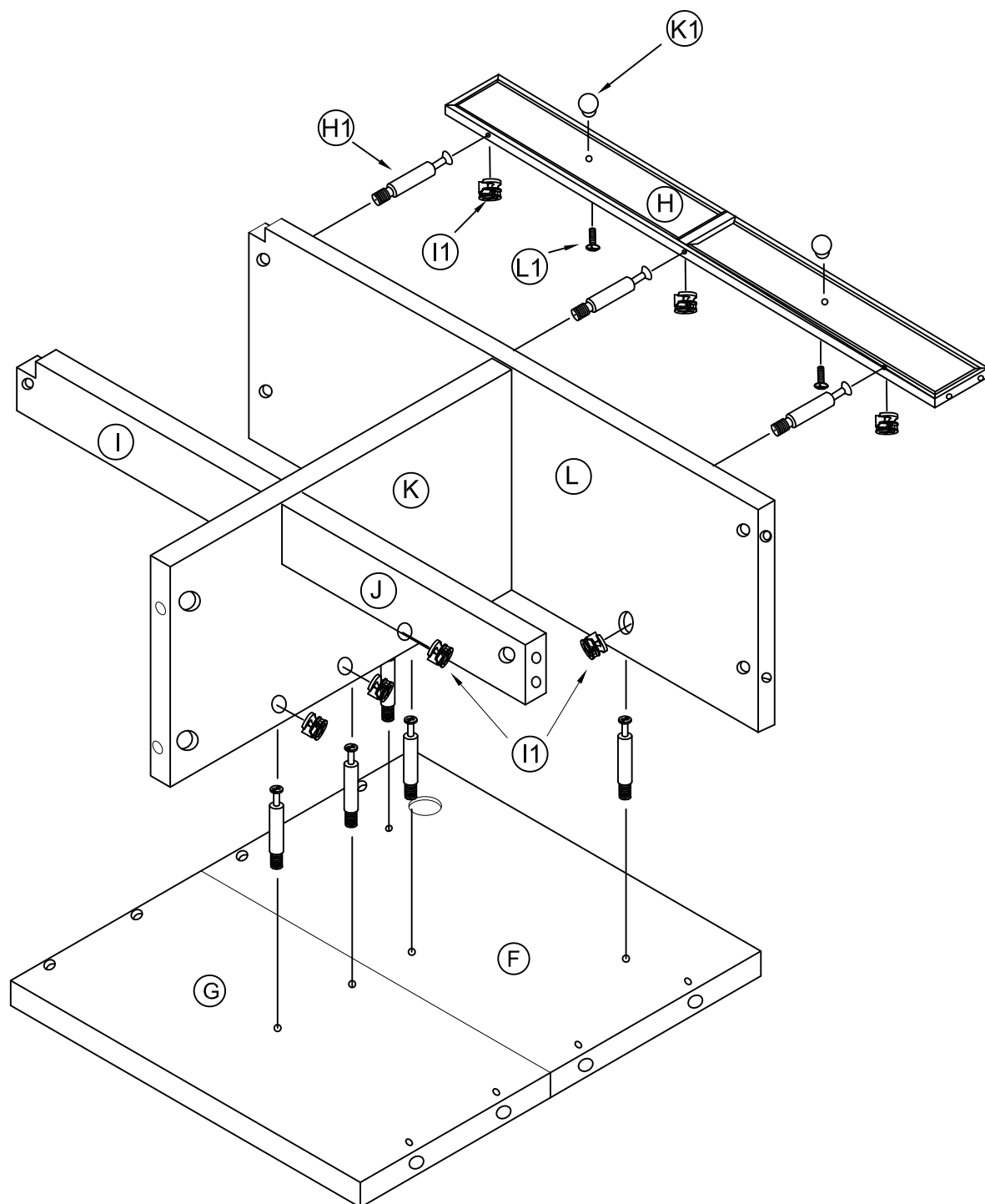
#### 7). ASSEMBLE THE OUTER SLIDES(U1/X1/Y1).

- ATTACH LEFT/RIGHT OUTER SLIDES(X1/Y1) TO STAND PANEL(K) USING 6 SCREWS(S1).
- ATTACH OUTER SLIDES(U1) TO STAND PANEL(K) USING 6 SCREWS(R1).



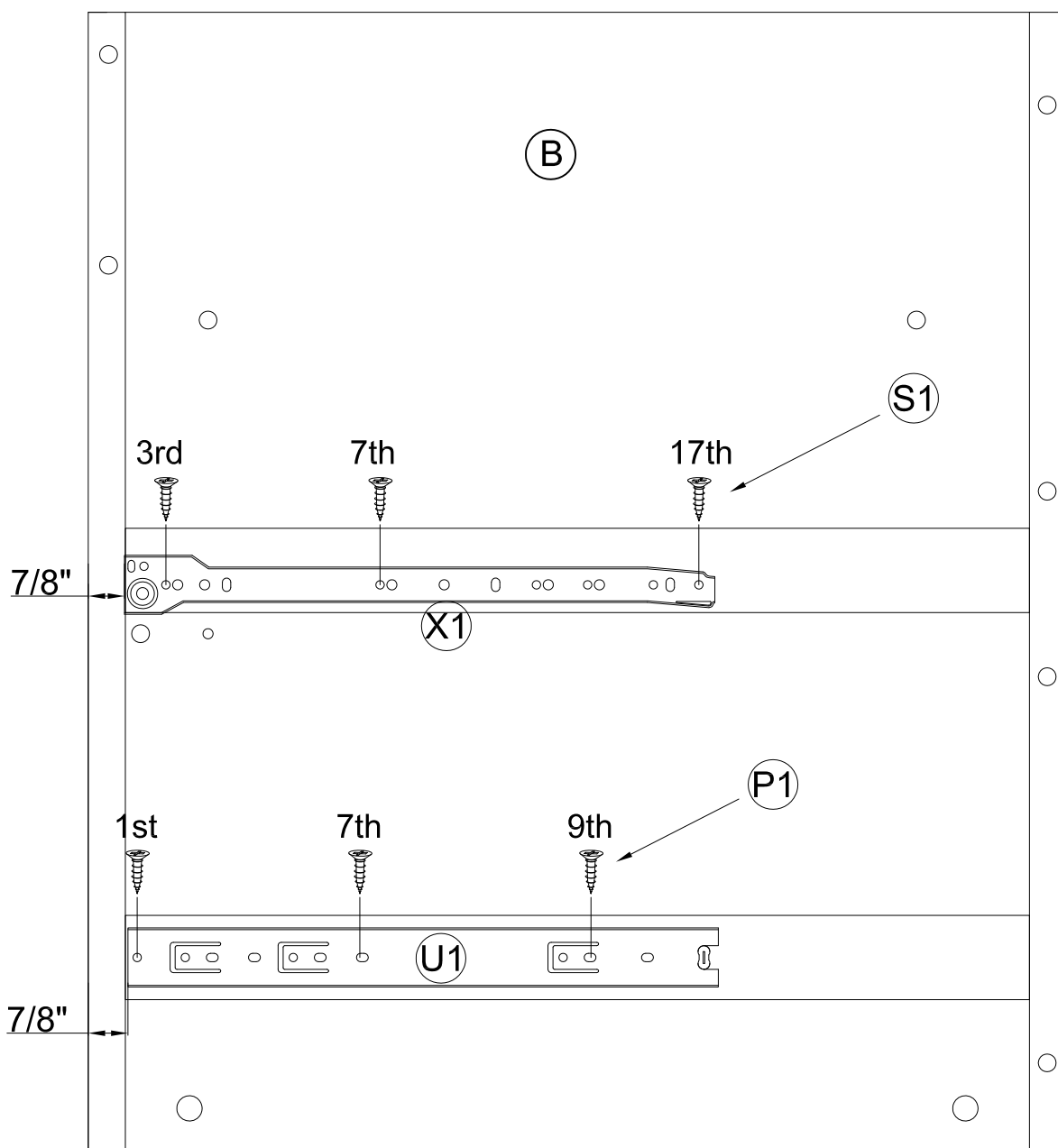
#### 8). ASSEMBLE THE PANEL(L/ I /J/K).

- INSERT 2 DOWELS(M1) INTO THE HOLES IN THE ACROSS PANEL( I /J)
- ROTATE THE 4 CAM-BOLTS(H1) INTO THE HOLES IN THE PANEL(L/K).
- PLACE CAM-BOLTS(H1) INTO THE HOLES IN THE PANEL( I /J/K) AND ATTACH USING 4 CAM-LOCKS( I1).



9). ASSEMBLE THE FRONT PANEL(H) AND BACK PANEL.

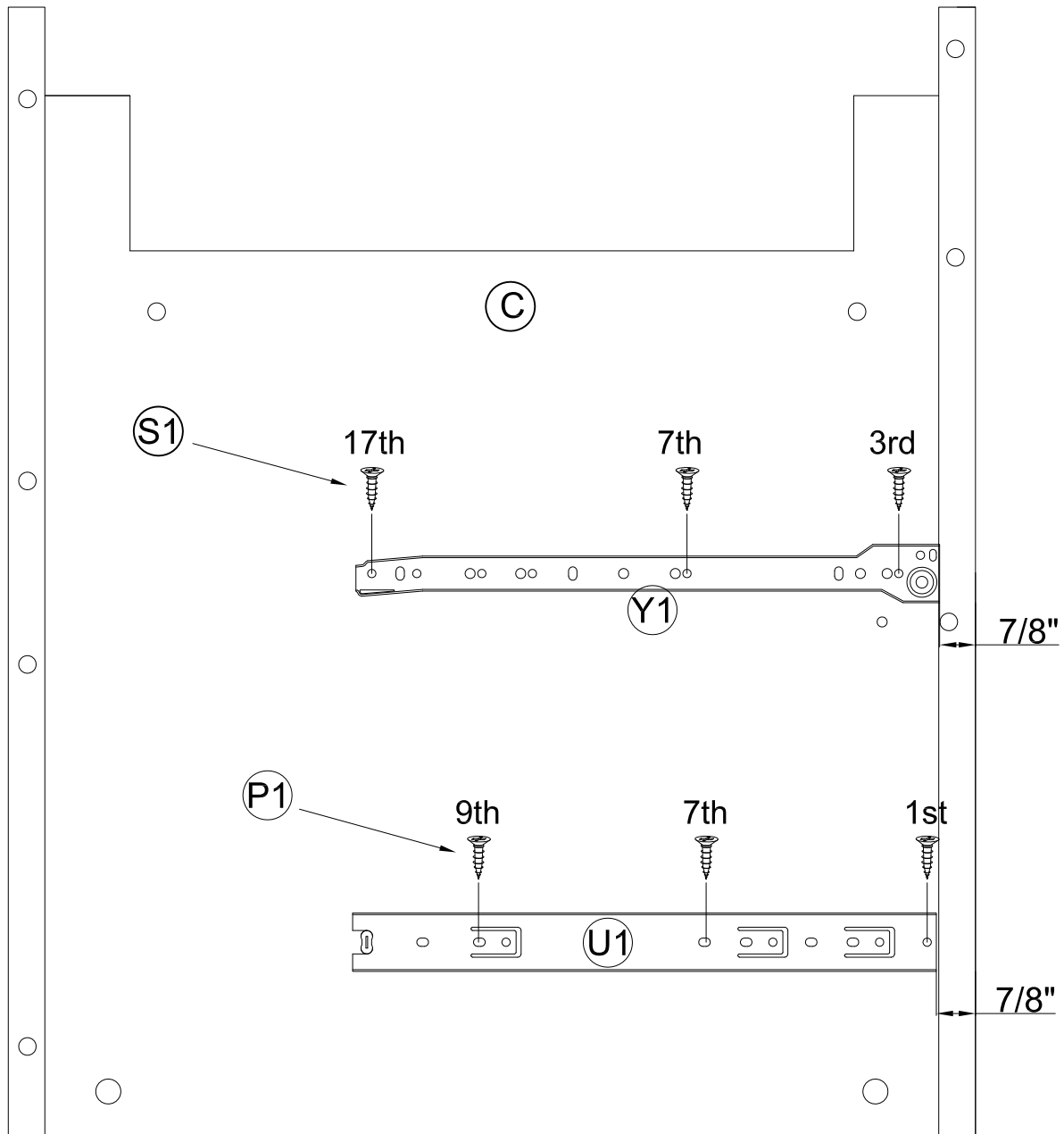
- ATTACH 2 KNOBS(K1) TO FRONT PANEL(H) USING 2 SCREWS(L1).
- ROTATE THE 3 CAM-BOLTS(H1) INTO THE HOLES IN THE PANEL(L).
- PLACE 3 CAM-BOLTS(H1) INTO THE HOLES IN THE PANEL(H) AND ATTACH USING 3 CAM-LOCKS(I1).
- ROTATE THE 5 CAM-BOLTS(H1) INTO THE HOLES IN THE PANEL(F/G).
- PLACE 5 CAM-BOLTS(H1) INTO THE HOLES IN THE PANELS(K/L) AND ATTACH USING 5 CAM-LOCKS(I1).



10). ASSEMBLE THE OUTER SLIDE(U1) AND LEFT OUTER SLIDES(X1).

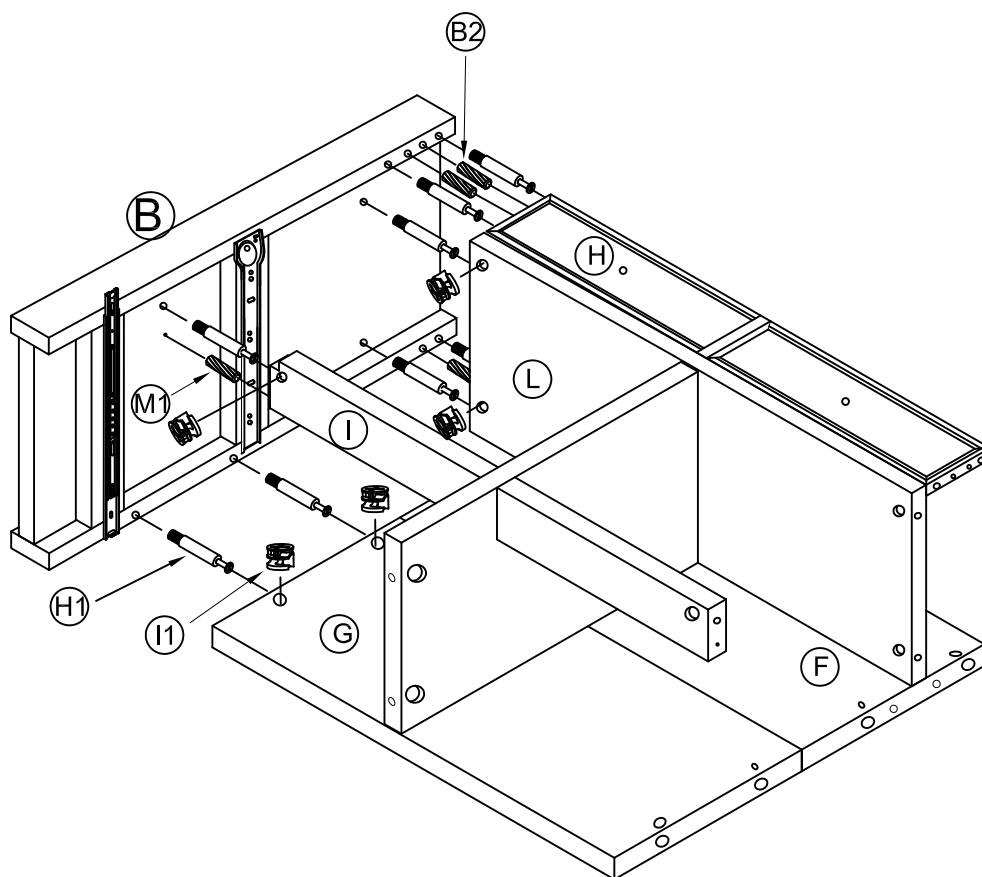
- ATTACH A LEFT OUTER SLIDES(X1) TO LEFT SIDE PANEL(B) USING 3 SCREWS(S1).
- ATTACH A OUTER SLIDE(U1) TO LEFT SIDE PANEL(B) USING 3 SCREWS(P1).





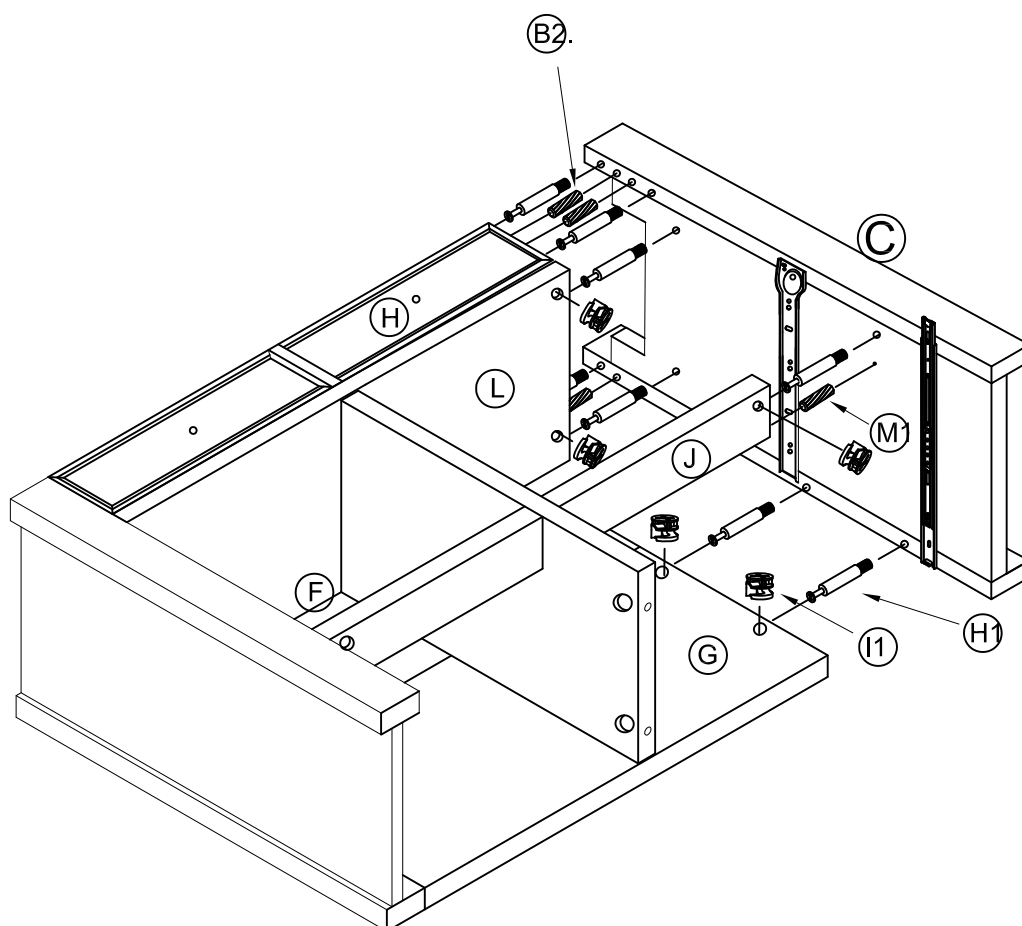
11). ASSEMBLE THE OUTER SLIDE(U1) AND RIGHT OUTER SLIDES(Y1).

- ATTACH A RIGHT OUTER SLIDES(Y1) TO RIGHT SIDE PANEL(C) USING 3 SCREWS(S1).
- ATTACH A OUTER SLIDE(U1) TO RIGHT SIDE PANEL(C) USING 3 SCREWS(P1).



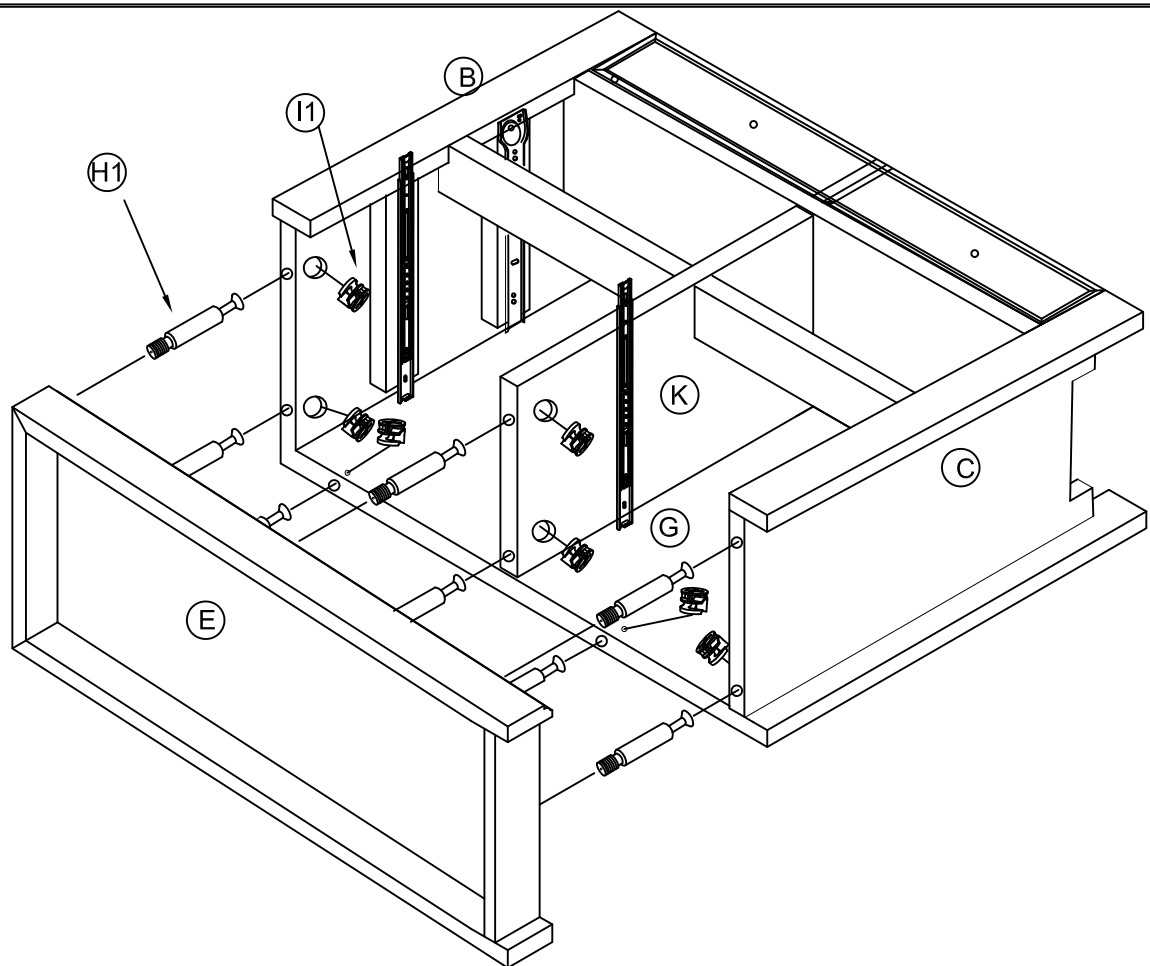
12). ASSEMBLE THE SIDE PANEL(B).

- INSERT 4 DOWELS(B2) INTO THE HOLES IN THE FRONT PANEL AND UP BACK PANEL(H/F).
- INSERT A DOWEL(M1) INTO THE HOLE IN THE ACROSS PANEL( I ).
- ROTATE THE 9 CAM-BOLTS(H1) INTO THE HOLES IN THE SIDE PANEL(B).
- PLACE CAM-BOLTS(H1) INTO HOLES IN PANEL(F/G/H/ I /L) AND ATTACH USING 9 CAM-LOCKS( I1).



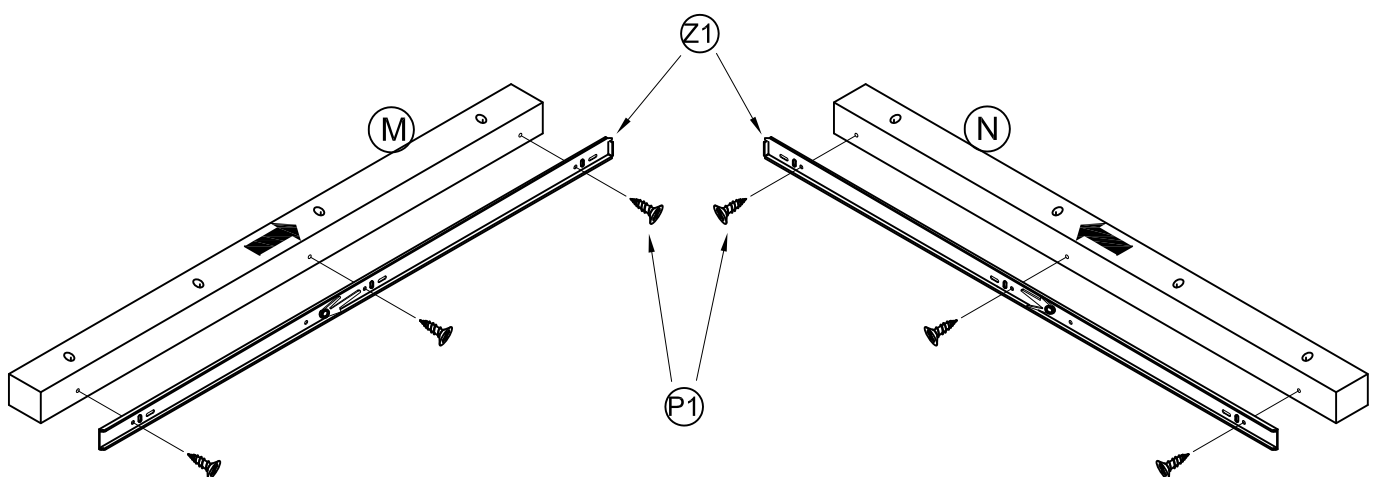
### 13). ASSEMBLE THE SIDE PANEL(C).

- INSERT 4 DOWELS(B2) INTO THE HOLES IN THE FRONT PANEL AND UP BACK PANEL(H/F).
- INSERT A DOWEL(M1) INTO THE HOLE IN THE ACROSS PANEL(J).
- ROTATE THE 9 CAM-BOLTS(H1) INTO THE HOLES IN THE SIDE PANEL(C).
- PLACE CAM-BOLTS(H1) INTO THE HOLES IN THE PANEL(F/G/H/J/L) AND ATTACH USING 9 CAM-LOCKS( I1).



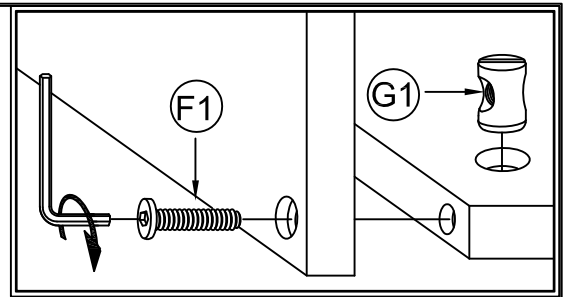
14). ASSEMBLE THE BOTTOM PANEL(E).

- ROTATE 8 CAM-BOLTS(H1) INTO THE HOLES IN THE BOTTOM PANEL(E).
- PLACE CAM-BOLTS(H1) INTO THE HOLES IN THE PANEL(B/C/K/G) AND ATTACH USING 8 CAM-LOCKS( I1).

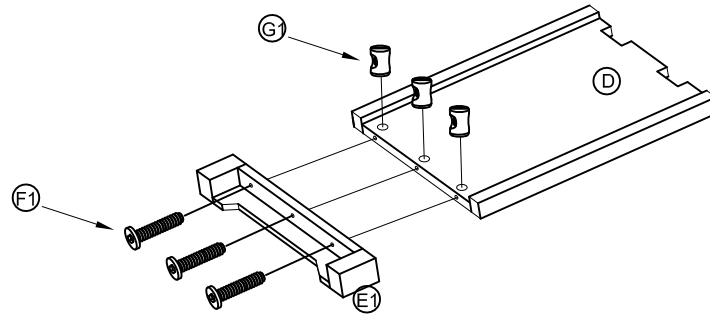


15). ASSEMBLE THE INNER SLIDES(Z1).

- ATTACH INNER SLIDES(Z1) TO PANEL(M/N) USING 6 SCREWS(P1).

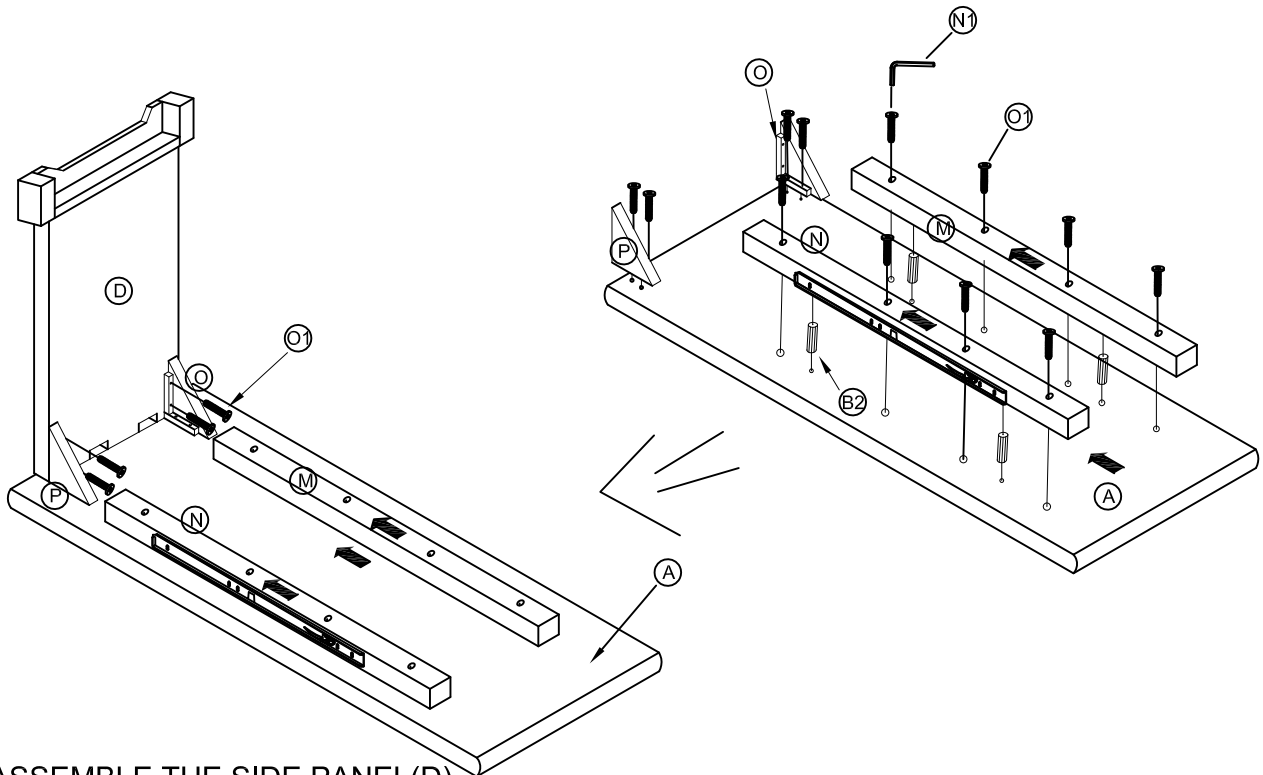


HOW TO USE THE ALLEN WRENCH



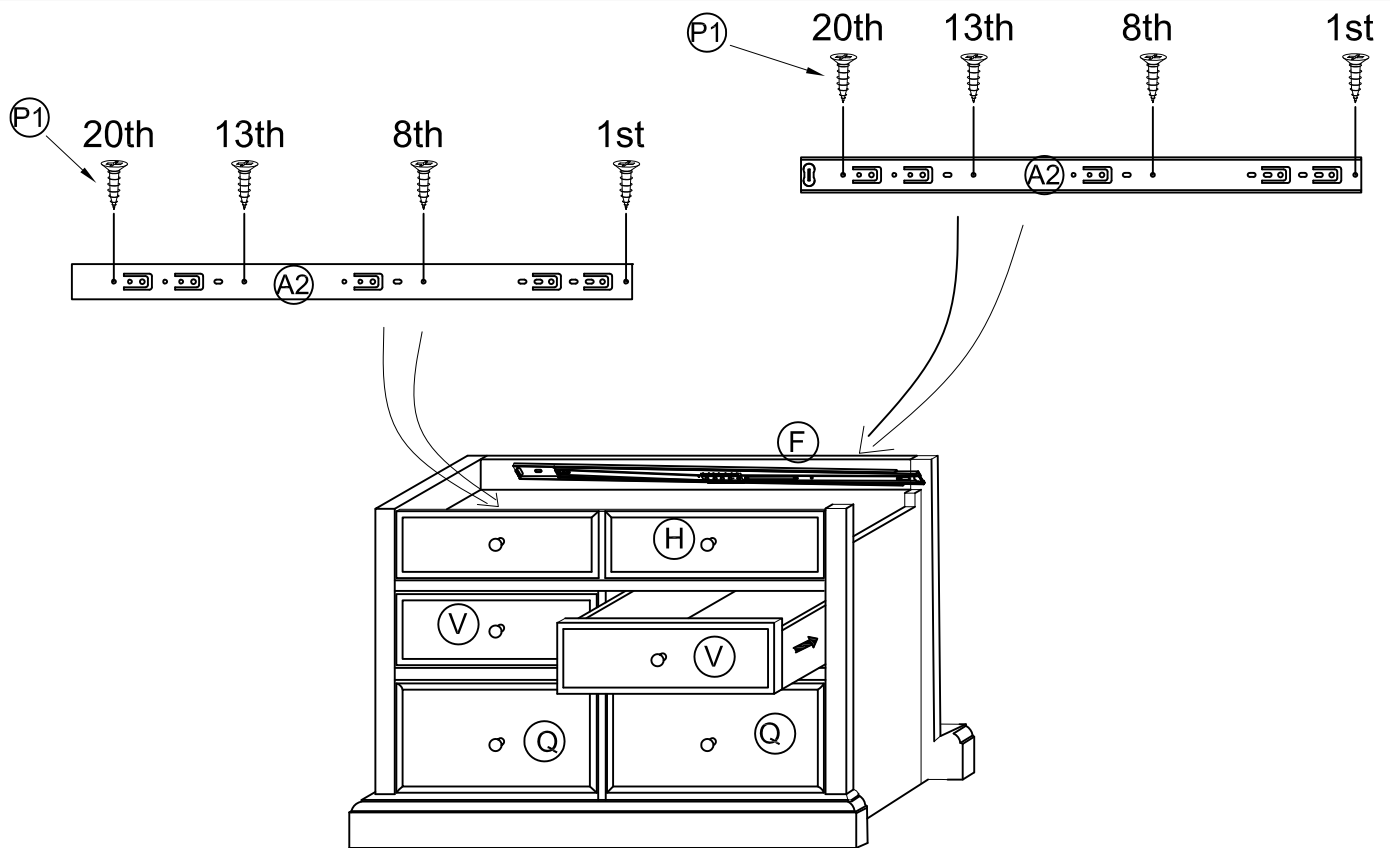
16). ASSEMBLE THE RIGHT STAND PANEL(D).

- INSERT 3 NUTS(G1) INTO THE HOLES IN THE RIGHT STAND PANEL(D).
- ATTACH THE PANEL(E1) TO RIGHT SIDE PANEL(D) USING 3 SCREWS(F1).



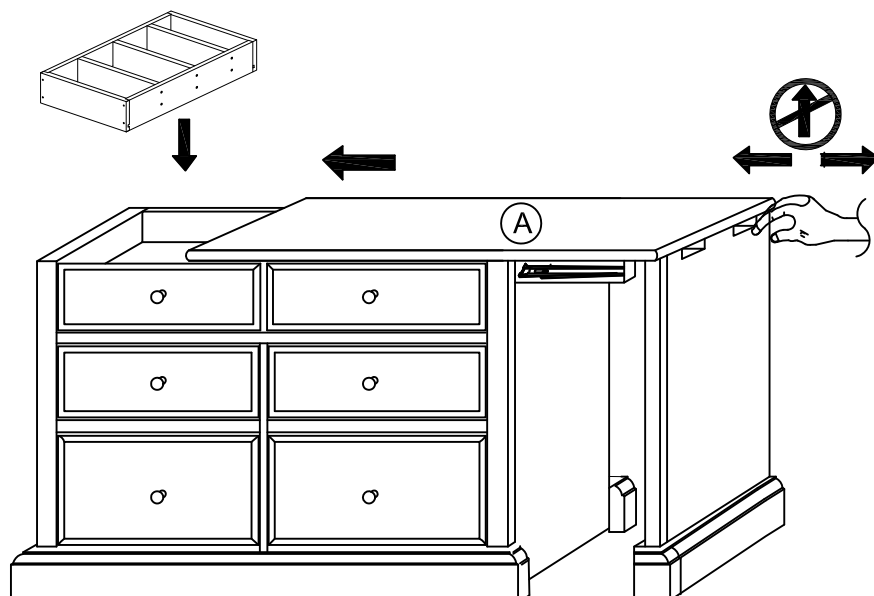
17). ASSEMBLE THE SIDE PANEL(D).

- INSERT 4 LARGE DOWELS(B2) INTO THE HOLES IN THE TOP PANEL(A).
- ATTACH PANEL(O/P/M/N) TO TOP PANEL(A) USING 12 SCREWS(O1).
- ATTACH SIDE PANEL(D) TO TRIGON PANEL(O/P) USING 4 SCREWS(O1).



#### 18). ASSEMBLE THE INNER SLIDE(A2) AND DRAWER.

- ATTACH INNER SLIDES(A2) TO PANEL(F/H) USING 8 SCREWS(P1).
- INSERT THE ALL DRAWER INNER SLIDES TO OUTER SLIDES.



#### 19). ASSEMBLE THE TOP PANEL(A).

- PUT THE BOX IN THE DESK.
- INSERT THE TOP PANEL INNER SLIDES TO OUTER SLIDES.